

Department of State

Lead Foreign Affairs Officer

DEPARTMENT: Department Of State, Office of the Coordinator for Reconstruction and Stabilization

JOB ANNOUNCEMENT NUMBER: S/CRS-2009-0007

SALARY RANGE: 82,961.00 - 107,854.00 USD per year

OPEN PERIOD: Monday, December 01, 2008 to Monday, December 15, 2008

SERIES & GRADE: GS-0130-13/13

POSITION INFORMATION: Full-Time Term Appointment not-to-exceed 3 years

PROMOTION POTENTIAL: NA

DUTY LOCATIONS: 1 vacancy - Washington DC Metro Area, DC

WHO MAY BE CONSIDERED: Open to all U.S. citizens

MAJOR DUTIES:

This position is located in the Civilian Response Corps Active Component (CRC-A), Civilian Response Operations Office in the Office of the Coordinator for Reconstruction and Stabilization (S/CRS), Department of State (DoS). The incumbent is under the general direction of a CRC-A team leader. The incumbent continuously monitors and evaluates team operations and provides ideas, suggestions, proposals and plans that would improve and enhance the program's operational agenda and performs assignments that contribute to the development and implementation of S/CRS's management policies.

Assigned to a CRC-A team, the incumbent serves as principal action officer on specific functional areas related to R&S, such as conflict assessment, whole-of-government planning, and operations in Washington and the field, and the full range of diplomatic activities when deployed. The incumbent participates in the formulation and implementation of US programs intended to maintain or foster a rapid transition to democracy and participates in the development of plans to assist a transitional government. The issues covered by the incumbent are of major concern to the bilateral relationship between the United States and the host country and of the utmost importance to US interests in the region, and are carefully tracked by members of Congress, the US business community, and the media. As such, the incumbent is responsible for: (1) serving as an authoritative source of all political/economic and policy and programmatic information for the assigned functional areas; (2) helping to plan US actions taken under the strategy approved at senior levels, looking in particular for new programs through which to pursue US objectives, and participating in reviews and updates of that strategy; (3) developing recommendations for USG positions to respond to changing conditions on the ground (4) anticipating and preparing documents and briefings for senior Department officials for important meetings, speeches, etc; and (5) delivering comments and making speeches, as needed, concerning USG policy at conferences, internal meetings, and subject matter panels.

The incumbent serves as a principal action officer on specific functional areas related to reconstruction and stabilization (R&S), such as conflict assessment, whole-of-government planning and operations in Washington and the field, and the full range of diplomatic activities when deployed. The incumbent participates in the formulation and implementation of US programs intended to maintain or foster a rapid transition to democracy and participates in the development of plans to assist a transitional government. The issues covered by the incumbent are of major concern to the bilateral relationship between the United States and the host country and of the utmost importance to US interests in the region, and are carefully tracked by members of Congress, the US business community, and the media.

Click [here](#) for the full Job Announcement on USAJobs and to apply.